

NAZEING PARISH COUNCIL

Minutes of the meeting of the Full Council Committee held on Thursday 25th June 2015 at 8pm at the Leisure Centre, Bumbles Green, Nazeing.

Members present: Cllrs Evans (Chairman), Arnold, Carter, Culling, Joslin, Shorter.

Also present: Lorraine Ellis (Clerk), District Cllr Richard Bassett, 4 members of the Public.

These minutes are subject to ratification at the next meeting.

1. Apologies for absence:

Cllrs Ballard, Frydrych, Knight and Skipper.

2. Public participation:

Yvonne Belsey, a local resident, wished to speak on item 18j.

It was requested to bring forward Agenda item 18j. It was agreed to move item 18j forward, to be discussed under point 2.

Item 18j was discussed at this point, minutes recorded below.

18j. It was advised that Yvonne Belsey would like to use the Hall fortnightly for the Phab Club, for 2/2.5 hours on a Tuesday as she is looking to set up a new Phab Club in Nazeing. Yvonne explained the Phab Club to the Council.

Cllr Shorter proposed that the hire of the Hall is free of charge. This was agreed by all the Cllrs. Yvonne will use the Hall from mid-July.

3. Declarations of Interest:

Cllr Evans non-pecuniary interest in item 12.

Cllr Arnold non-pecuniary interest in item 12.

4. Approval and signing of minutes:

a) The minutes of the meeting of the Annual Parish Meeting held on 14th May 2015 were approved.

b) The minutes of the meeting of the Annual Parish Council Meeting held on 14th May 2015 were approved.

c) The Planning Committee Meeting on 23rd April 2015 minutes. Noted.

d) The Planning Committee Meeting on 14th May 2015 minutes. Noted.

e) The Planning Committees Meeting on 11th June 2015 minutes. Noted.

5. Cllr Vacancies:

The Council received two enquiries, one lead to an application from Peter DiMaria which was circulated before the meeting.

Cllr Joslin proposed that Peter DiMaria was co-opted onto the Council, this proposal was seconded by Cllr Arnold. This was agreed by all the Cllrs.

Peter DiMaria made a declaration of acceptance of office as Councillor.

6. Committee/Function Membership:

To authorise additions regarding Councillors for 2015/16 as follows:

- a) Finance & Events to include Cllr Carter.

7. External Liaison:

To authorise additions regarding Councillors for 2015/16 as follows:

- a) Local schools to include Cllr Carter.

8. Internal Audit and Annual Return: The completion of the internal audit was noted, the contents of the 2014/15 Audit Report were noted and the Chairman was authorised to sign the Annual Return.

9. Amenity Matters:

a) Allotments. All rent and agreements have been received. Skip delivered & rubbish cleared, wood is being burnt in phases to limit impact on neighbours.

The Council have received a request to consider altering the access into the allotments, allowing a car to park off the road and outside the allotments, while unlocking the gate, as there is concern over allotment user's safety.

Arthur Baker (allotment association Chairman) requested that the gate is moved back 14' to allow a car to park while opening the padlock – some additional fencing would also be required.

It was resolved to make the necessary change. It was proposed that 3 quotes be obtained to do the work.

b) Play areas. Annual inspection Reports received from RoSPA Play Safety. The report identified a number of health & safety issues, which are being addressed as a matter of urgency.

Cllr Evans advised that trip hazards have been sorted but other areas need specialist knowledge and manufacturers are to be contacted.

Vince Cresswell has been asked to quote to replace the fencing around the Bumbles Green play area. Confirm with RoSPA Play Safety type of fence.

c) Motorbikes - trespass and noise disturbance.

District Cllr Bassett has a regular meeting with the police, who advised that five people have been issued with a section 59 (If they trespass again, the offenders would have their motorbikes seized).

d) Birchwood site. Concern of working outside agreed hours of operation.

Written to the Enforcement Officer to advise that company is working outside its agreed hours of operation.

The issue of impact on the environment has also been raised with Jerry Godden (Enforcement Officer) and the company is being investigated for breaches.

e) Green and other waste being dumped on land fronting Waltham Road near to Denver Lodge Farm.

Photographs of the waste have been forwarded to John Heppell (EFDC). District Cllr Bassett will also follow this up for the Council.

f) Concern that Lignacite lorries driving up Meadgate Road & turning round have destroyed the road and now ambulances & fire engines can't drive down the road to serve the houses there.

Local residents have attempted to repair the road themselves, so when visited by Highways it didn't appear to be such an issue. A permanent solution is still required. Write to Lignacite, to advise that Highways informed about the road issues.

g) Fly tipping at Laundry Lane. No update.

Item 20 was discussed at this point, minutes recorded below.

20. Update on Matters relating to the Total site.

No objection from Planning Officer Jill Shingler for Mr Ellerbecks planning application (Chimes site). The planning application will go before the Area Planning Sub-Committee West on 19th August.

Colleen O'Boyle (Legal Dept at EFDC) has been contacted for assistance regarding the PWLB loan.

Obtain details regarding the PWLB agreement and forward to Cllrs.

10. Financial Matters:

a) It was agreed to authorise:

- i) payments totalling £20,252.35
- ii) transfer of £10,000 between bank accounts (which includes transfer of £5,000 which was authorised on 11/06/15)

b) The Financial summary for June 2015 was approved, subject to amendment showing credit by Mr Ellerbeck for payment of loan interest for May.

c) To approve quote received to update the website. This was approved by all Cllrs.

d) To consider payment for certain items to be made by BACS. In principle this was agreed, providing adequate controls are in place. Further investigation required.

11. Epping Forest Local Plan Green Belt Review Phase 1. Comments requested by 27 July 2015.

District Cllr Bassett gave an overview of his role and then covered the whole process and where the Local Plan Green Belt Review Phase 1 fits in. As part of the process, need to review the whole of the Green Belt and input has been requested from The Council. A reply to be drafted for the questionnaire and circulated, it will then be reviewed at next Full Council meeting. **CE/TA**

Village design statement was briefly covered and the Council may consider this in the future.

District Cllr Bassett will ask Ken Bean (Policy Planning Manager, EFDC) to come along to the next meeting to cover Green Belt Review and Neighbourhood Plans & village plans / design statements.

The issue of Heavy Goods vehicles was also discussed. Log details of offending vehicles. Once Trading Standards get involved, they have more power to get the issue resolved.

The issue of Hoe Lane road surface was also discussed. Senior traffic officer came to Hoe Lane and they aim to get crews to fill main holes but agreed to resurface bottom section of Hoe Lane.

It was noted that Cllr Shorter left the meeting after this item.

12. Request for funds from the "Events Fund".

The Brownies & Congregational Church would like to do litter picking around the village and would like some help to purchase equipment.
Details of equipment & cost to be obtained. **CE**

Confirm the total amount potentially allocated for spend under s.137.

13. School transport cuts. Parishioners in Rayne are asking other parishes if there are affected by changes being introduced by the recent policy change and to see if their Parishioners are even aware of the impact? Request to provide feedback to Keith Phillips. Details circulated before the meeting.

Affects children who are out of the catchment area, so believe it may not affect as many children within Nazeing. Some further information was requested from Keith Phillips but nothing has been received. It was agreed no further action was required.

14. Councillor Training.

Cllrs Evans & Arnold have attended Chairman training day 1. EALC will come here to provide training.

Send EFDC's Code of conduct course details to Cllr DiMaria.

Ask EFDC if they could run a planning session here for the Council (as Cllrs were unable to attend the course on 19/6/15).

15. To review approving additional hours in advance for the Clerk. MF

Carried forward.

16. Clerks Report.

Report to be circulated before the meeting.

It was resolved to proceed with the new poster advertisement at the bus shelter.

17. Reports from Councillors who have attended other meetings.

Cllrs Evans & Arnold attended the Local Councils' Liaison Committee meeting. Green Belt Review Phase 1 covered earlier in the meeting.

18. Communications:

a) For noting. Copy of letter received from Mrs Freeland, sent to Mr Stoneham (Highways) regarding the safety of driving along B194 Crooked Mile. Letter sent to Mr Stoneham, stating that the Council supports Mrs Freeland's concerns and that the Council would like to receive a copy his reply.

b) For noting. EFDC advised of Police & Crime Commissioners Elections next year (05/05/16) combined with some District and Town/Parish elections.

c) For noting. ECC advised Public Consultation 14 May to 25 June 2015 on The Statement of Community Involvement – draft document.

d) For noting. Received Annual report for Epping Forest Countrycare, also recruiting Tree Wardens.

e) For noting. Another request to use the pitches (Hammond Street football club), advised not possible.

f) Invitation from Wendy Jackson (ECC) Area reviews in June/July of bus and passenger transport strategy. **EC** to attend.

g) Email from Mr Smart enquiring about a letter sent to The Council, dated 12-11-14. Reply sent advising that no such letter was received. No further action.

h) Roydon Parish Council advised of meeting on 21/5/15 re closure of road due to replacement of Dobb's Weir Bridge. Clerks notes circulated.

i) Email from Rev'd Gheorghiu Gould asking for an update on her request. Cllr Arnold proposed that the Council contribute £400 as a one-off amount towards the tidy-up of the churchyard for 2015 but could not commit to an ongoing amount annually for maintaining the churchyard. All Cllrs were in agreement with the proposal. {Local Government Act 1972 s.137}

Advise Rev'd Gheorghiu Gould that she can ask the Council for help for churchyard maintenance in the future.

The Council notes that Mr Ellerbeck has previously offered to match any contribution made by the Council for churchyard maintenance.

19. Information Items and other items for next agenda:

a) A letter of thanks has been sent to Bolden Signage Solutions for the Bus Shelter signage.

b) The Clerk has had her appraisal. Objectives will be circulated.

c) Keyholder list for the alarm company (Active Security Group) will be updated with Cllr Arnold, the Clerk and Cllr Evans being the nominated contacts.

21. Exclusion of public and press. Not required.

22. Date of next meeting of Full Council Committee. 16th July 2015, 8pm.
Meeting closed at 10:12pm.

Signature of Chairman:

Date: